

FOIA Summons IH form 4

4/17

UNITED STATES DISTRICT COURT  
for the  
Southern District of New York

**KNIGHT FIRST AMENDMENT  
INSTITUTE AT COLUMBIA UNIVERSITY**

<hr/> <p style="text-align: center;">Plaintiff</p> <hr/>	)	
	)	
	)	
	)	
	)	Civil Action No. <u>1:22-cv-01542</u>
v.		
<b>CENTRAL INTELLIGENCE AGENCY, et al.</b>		
<hr/> <p style="text-align: center;">Defendant</p> <hr/>	)	

**SUMMONS IN A CIVIL ACTION**

To: (Defendant's name and address)

Department of Justice  
950 Pennsylvania Ave., NW  
Washington, DC 20530

A lawsuit has been filed against you.

Within 30 days after service of this summons on you (not counting the day you received it) you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

Knight First Amendment Institute at Columbia University  
475 Riverside Drive, Suite 302  
New York, NY 10115

If you fail to respond, judgment by default may be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

**CLERK OF COURT**

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Clerk or Deputy Clerk

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Civil Action No. \_\_\_\_\_

**PROOF OF SERVICE**

**(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))**

This summons for *(name of individual and title, if any)* \_\_\_\_\_  
was received by me on *(date)* \_\_\_\_\_.

- ✓ I personally served the summons on the individual at *(place)* \_\_\_\_\_  
on *(date)* \_\_\_\_\_; or
- ✓ I left the summons at the individual's residence or usual place of abode with *(name)* \_\_\_\_\_,  
a person of suitable age and discretion who resides there,  
on *(date)* \_\_\_\_\_, and mailed a copy to the individual's last known address; or
- ✓ I served the summons on *(name of individual)* \_\_\_\_\_, who is  
designated by law to accept service of process on behalf of *(name of organization)* \_\_\_\_\_  
on *(date)* \_\_\_\_\_; or
- ✓ I returned the summons unexecuted because \_\_\_\_\_; or
- ✓ Other *(specify):* \_\_\_\_\_

My fees are \$ \_\_\_\_\_ for travel and \$ \_\_\_\_\_ for services, for a total of \$ \_\_\_\_\_.

I declare under penalty of perjury that this information is true.

Date: \_\_\_\_\_

*Server's signature*

\_\_\_\_\_  
*Printed name and title*

\_\_\_\_\_  
*Server's address*

Additional information regarding attempted service, etc: